

Automatic Door & Glass SANS / AAAMSA Compliance Checklist

MC Automations | Job Card: _____ Inspection / QA Form | Version: 1.2 | Date:

Instructions: Tick each item as **Compliant**, **Non-compliant**, or **N/A**. Record comments, corrective actions, and photographic evidence where required. This checklist supports quality control for **automatic doors**, **shopfronts**, and **glass installations** in line with applicable **SANS** requirements and **AAAMSA** guidance.

1. Project & Site Information

Client / Company	_____
Site Address	_____
Project Name	_____
Door / Opening ID	_____
Installer / Technician	_____
Inspector	_____
Contact Number	_____
System Type	☐ Automatic sliding door ☐ Automatic swing door ☐ Telescopic ☐ Other: _____

2. Standards & Scope (Reference)

- **SANS** (tick / note applicable): ☐ SANS 10400-N (Glazing) ☐ SANS 10137 (Installation of glazing in buildings) ☐ SANS 1263-1 (Safety glazing – human impact) ☐ SANS 1263-2 (Burglary & vandal resistant glazing, if required) ☐ SANS 1263-3 (Bullet resistant glazing, if required) ☐ SANS 613 (Fenestration products – performance, where required) ☐ SANS 10400-XA + SANS 204 (Energy usage / fenestration, where applicable) ☐ SANS 10400-T (Fire protection, where applicable) Other: _____

- **Common application notes (framed vs frameless glazing):**

- **Framed glazing** (aluminium/shopfront/door rails): ensure correct glazing beads/gaskets, setting blocks, and packers; confirm glass is not hard-contacting the frame; check drainage/weep paths where applicable; frame squareness and bite/edge cover are critical to prevent glass edge damage.
- **Frameless glazing** (patch fittings, clamps, standoffs, frameless doors/partitions): treat **all edges and holes/cut-outs** as critical—verify polished edges, correct hole sizes/positions, correct gasket/interface materials, and that metal fittings do not contact glass directly (use approved liners/gaskets). Confirm fixing points/substrate are sound and aligned to avoid point-loading.
- **Where impact risk exists** (doors, sidelights near doors, low-level glazing, public areas): specify and verify **safety glass** and permanent identification marking where required; add manifestation/visibility marking for large clear panes.
- **Movement & tolerance**: allow for building movement/thermal expansion—use correct joint gaps, compatible sealants, and support conditions; never wedge glass tight or over-pack.
- **AAAMSA** recommended practice / guidelines for fenestration and glazing workmanship (specify edition): _____
- **Manufacturer instructions** for operator, sensors, safety devices, and profiles: ☐ Available ☐ Not available
- **Scope**: This checklist covers visual inspection, installation checks, functional testing, and handover documentation for automatic door and glass systems.

Compliance key: C = Compliant | NC = Non-compliant | N/A = Not applicable

3. Automatic Door – Operator & Mechanical Installation

Check Item	C	NC	N/A	Comments / Actions
Operator securely mounted; fixings correct; no movement/vibration	☐	☐	☐	_____
Track/rail level and straight; end-stops fitted; smooth travel	☐	☐	☐	_____
Door leaves aligned; consistent reveal/gaps; no rubbing or binding	☐	☐	☐	_____
Rollers/wheels correct rating; anti-derail devices installed	☐	☐	☐	_____
Floor guides installed and secure; correct clearance; no trip hazard	☐	☐	☐	_____
Locking (if fitted) installed, aligned, and operational	☐	☐	☐	_____
Weather seals / brushes installed correctly; no gaps at meeting stiles	☐	☐	☐	_____

4. Electrical, Control Panel & Cabling

Check Item	C	NC	N/A	Comments / Actions
Power supply installed correctly; isolator/CB labelled; safe access	☐	☐	☐	_____
Earthing/bonding completed; continuity verified where required	☐	☐	☐	_____
Cabling routed neatly; protected from sharp edges; no exposed conductors	☐	☐	☐	_____
Cable glands/conduit fitted; penetrations sealed; strain relief applied	☐	☐	☐	_____
Controller settings programmed for site conditions (speed, hold-open, etc.)	☐	☐	☐	_____
Key switch / push button / access control interfaces tested	☐	☐	☐	_____

5. Safety Sensors, Activation & Protection Devices

Check Item	C	NC	N/A	Comments / Actions
Activation sensors positioned correctly and securely fixed	☐	☐	☐	_____
Presence / safety sensors cover approach and threshold zones adequately	☐	☐	☐	_____
Safety beams/curtains (if fitted) aligned and tested (break beam response)	☐	☐	☐	_____
Anti-crush / obstacle detection operates on opening and closing	☐	☐	☐	_____
Emergency stop (if fitted) operates correctly and resets properly	☐	☐	☐	_____
Emergency breakout / fail-safe operation (if applicable) tested and recorded	☐	☐	☐	_____

6. Glass, Framing & Glazing (SANS / AAAMSA)

Check Item	C	NC	N/A	Comments / Actions
Correct glass type and thickness installed as per drawings/specification	☐	☐	☐	_____
Safety glazing used where required (e.g., doors, sidelights, low-level glazing)	☐	☐	☐	_____

Glass marking/identification present where applicable (manufacturer/grade)	☐	☐	☐	_____
Edges, corners and finishes free of chips/cracks; no visual defects affecting safety	☐	☐	☐	_____
Setting blocks, packers and spacers installed correctly; glazing centred and supported	☐	☐	☐	_____
Gaskets/seals fitted continuously; silicone/sealant neat, compatible, and cured	☐	☐	☐	_____
Frame plumb/level; fixings correct; joints sealed; no water ingress points visible	☐	☐	☐	_____
Manifestation/visibility marking provided where required for full-height glass	☐	☐	☐	_____
Safety Glass Markings – Detailed Verification (where safety glazing is required)				
Marking Check	C	NC	N/A	Comments / Photo Ref
Permanent safety mark present on each required pane (not a removable sticker)	☐	☐	☐	_____
Mark is legible after installation/cleaning (not hidden by frame, film, frosting, or fittings)	☐	☐	☐	_____
Mark indicates manufacturer / supplier identification	☐	☐	☐	_____
Mark indicates glass type / safety designation (e.g., toughened/tempered, laminated, heat strengthened) as specified	☐	☐	☐	_____
Mark indicates standard/compliance reference where applicable (e.g., SANS 1263-1 or equivalent notation per supplier)	☐	☐	☐	_____
Photographic evidence captured for markings (include opening ID and pane location in photo notes)	☐	☐	☐	_____

7. Functional Testing & Commissioning

Test	Pass	Fail	N/A	Notes
Opening/closing cycle test (min. 10 cycles) – smooth, consistent operation	☐	☐	☐	_____
Hold-open time correct; door closes fully and latches/locks (if applicable)	☐	☐	☐	_____
Safety sensor response verified at approach/threshold; no contact with user	☐	☐	☐	_____

Power failure mode: ☐ Fail-safe open ☐ Fail-secure ☐ Manual operation verified	☐	☐	☐	_____
Fire alarm interface (if connected): correct signal response and reset confirmed	☐	☐	☐	_____
Signage and user instructions fitted (e.g., automatic door, keep clear)	☐	☐	☐	_____

8. Documentation & Handover

- ☐ As-built drawings / opening schedule provided
- ☐ Product data sheets (operator, sensors, profiles, glass specification)
- ☐ Electrical compliance / COC (where required)
- ☐ Glass compliance documentation (supplier certificate / safety glass confirmation where applicable)
- ☐ Maintenance schedule and cleaning instructions issued to client
- ☐ Warranty documentation provided
- ☐ Client training completed (basic operation, emergency procedure, do's & don'ts)

9. Non-Conformance & Corrective Action Log

Ref	Issue / Non-conformance	Corrective Action	Owner	Close-out Date
1	_____	_____	_____	_____
2	_____	_____	_____	_____
3	_____	_____	_____	_____

10. Sign-Off

MC Automations Technician	Name: _____ Signature: _____	Date: _____
Supervisor / QA	Name: _____ Signature: _____	Date: _____
Client Representative	Name: _____ Signature: _____	Date: _____